

City of Baraboo
Parks & Recreation Commission Meeting
May 9, 2022 – Minutes

Present: R. Franzen, A. Witczak, J. Francisco, A. Workman, C. Schlender & Mike Hardy
Absent: S. Mordini, H. Kierzek

Franzen called the meeting to order at 5:03 pm. Legal posting of the agenda has been met. Witczak motioned and Francisco seconded approval of the April 11, 2022, meeting minutes. Motion carried.

Francisco moved to approve the agenda, seconded by Witczak. Motion carried.

Action Items

a. Discuss and consider awarding bids for the Deppe Park Pond Improvement Project
One bid has been received, but still waiting on a second; approval of permitting process through WDNR is still in process. To be able to discharge the waste, the location of the discharge must be specified. Randy Seymour, Parks Foreman, will check with eastern property abutting Jackson property. It can't be deposited back in Deppe Park but should be good fertilizer for a farm. It would be removed by hydraulic dredging; an annual treatment plan could be put into place to prevent this level of sediment build up in the future. This process will make the pond inaccessible this year but will be a great improvement for next year. Franzen expressed support for tabling until a second proposal is received.

b. Discuss and consider awarding bid for the Campbell Park Master Plan Project
Two Master Plan bids have been received; both came in under budget. JSD is based out of Verona and has never done work with COB but has done work with other Parks Departments around the state. MSA has worked with COB and is local. JSD's proposal included an in person public input meeting, whereas MSA's utilized an online input forum. JSD's proposal included two designs; MSA has one but they included a stakeholder/charette design input meeting. Difference in cost is \$3,500, with MSA being higher. Witczak liked the two public input meetings from JSD; Franzen and Francisco liked the two concept designs.
Franzen moved and Witczak seconded accepting the bid from JSD. Motion carried.

c. Discuss and consider allocating up to \$5,000 from the Accola Estate Funds for new flooring in the Civic Center Fitness Rooms.
Hardy gave an overview of permitted uses of the Accola Estate Funds for senior recreation facilities and programs. The funds would be used to replace the fitness and weight room flooring, badly in need of repair.
Witczak motioned to allocate up to \$5,000 from the Accola Estate Funds to install new flooring in the Civic Center Fitness Rooms, seconded by Francisco. Motion carried.

Informational Items

a. Staff Report submitted by Hardy.
Revenues were \$41,807.11 for the month of April 2022

b. Subcommittee reports
1) Friends of Baraboo Parks and Zoo (Witczak)

Witczak worked with Parkitecture to write a grant for the Splashpad which was submitted last month.

2) Bicycle Advisory Committee (Workman)

Workman reported that a small group of volunteers has worked Saturdays to mark, cut and clear trail at the site. An almost ¼ mile section of trail is complete; another ¼ mile section is marked and mostly complete, minus the armoring needed for bridges to cross the creek.

The regular Bike Advisory Committee is planning an event for Bike to School/Work Day on May 20, which will involve incentives from local businesses, a bike repair tent from Wildside Action Sports set up in Nanny Park, and bike literature. The committee will meet to finalize plans on Wednesday, May 11.

3) Playground Selection Committee (Witczak)

Submitted an RFP for three playground companies – since \$30,000 doesn't get a whole lot of inclusive playground equipment for Jackson and Ritzenthaler (not a good choice for an accessible/autistic playground because there are no bathroom facilities) more affordable additions to the existing playground at Ritzenthaler will be looked at and Campbell will be planned for future inclusive playground.

Francisco presented the 2021/22 Elks Distinguished Citizen Award, on behalf of the Grand Lodge Order of Elks, for outstanding service to the community, to Witczak. All applauded.

Next scheduled meeting: June 13, 2022, 5:30 pm

Witczak motioned, Schlender seconded, adjourning the meeting at 5:28 pm. Motion carried.

Respectfully submitted,
Amy Workman, Secretary
Parks & Recreation Committee